



TEMPORARY MASS GATHERING PERMIT APPLICATION

Event Name & Dates: _____

Applicant's Name: _____ Name of Organization: _____

Address: _____ Phone: _____

Cell Phone: _____ Email: _____

Contact Person at the Event: _____ Phone: _____

Please provide the following information:

1. Number of people expected to attend the gathering: participants: _____ spectators: _____

2. Location of the gathering: _____

3. Description of the type of gathering to be held: _____

3. Dates and times the gathering will be held: _____

4. Estimated length of stay of attendees: _____

5. Name of property owner: _____

Address of property owner: _____

Phone/Fax # of property owner: _____

6. Name of the solid waste (garbage) haulers contracted: _____

A. How will garbage containers be monitored: _____

B. Who will be charge of monitoring garbage containers: _____

Solid waste must be removed from the site within 24 hours of end of the event.

7. Liquid waste (portable toilets) haulers contracted: _____

Toilets must be located 300 ft from spectator area's and 100 ft away from food service.

A. How many permanent toilets are located at the site? _____

B. The must be at least 1 ADA accessible. How many portable toilets will be rented? _____

C. Will alcohol be served at the event? _____

D. How many hand wash stations will be rented? _____ There must be 1 station to every 10 toilets. There must also be a garbage can with a lid next to the station.

COALVILLE OFFICE
85 North 50 East, PO Box 128
Coalville, UT 84017
435-336-3222
Fax: 435-336-3286

PARK CITY OFFICE
650 Round Valley Drive
Park City, UT 84060
435-333-1500
Fax: 435-333-1580

KAMAS OFFICE
110 North Main
Kamas, UT 84036
435-783-4351 ext. 3071
Fax: 435-783-6021

E. Who will monitor and refill water, soap and paper towels at the hand wash station?

8. Drinking water must be provided free of charge. How will this be done? A garbage can must be provided next to the drinking station. Depending on the size of the event you may be required to provide additional stations. _____
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9. First Aid Stations: The station must be accessible to an ambulance and clearly marked. There must be 2 licensed medical personal at least 18 years old for events up to 2500 people. Two more are required for each additional 5000 attendees. The health dept must be notified of any serious injuries or communicable diseases. You may be required to provide a stand by ambulance. A list of required equipment for the first aid station can be obtained from the health dept.
10. You must provide a plan for dangerous conditions during the gathering. This plan will include evacuation, cancellation or delay of the gathering, and provision for support facility. The plan will also address nuisances or health hazards associated with animals present at the gathering.
11. Attach a site plan delineating the area where the gathering is to be held including:
- a. Parking area available for patrons
 - b. Location of entrance, exit, and interior roadways and walks
 - c. Location of operator's headquarters at the gathering
 - d. Location of restroom facilities
 - e. Location of water stations
 - f. Location and number of food stands, and the types of food to be served if known
 - 1. Food vendors must contact the Health Dept. for Temporary Food Service Permits
 - g. Location, number, type, and provider of solid waste containers
 - h. Location of the first aid station
 - i. Plan to provide lighting adequate to ensure the comfort and safety of attendees and staff
12. Signs must be provided that show where first aid, restroom, drinking facilities and exits are located. Signs must be large enough and high enough that attendees can easily see them. Please include sign's on your site plan.
13. Include a site cleanup plan.

Applicant's signature _____ Date _____

FOR OFFICE USE ONLY

Application Fee: _____ Inspection Fee (\$50/hour): _____

Approved by _____ Date _____